

- Flowchart to help understand the process: [031411\\_hosting\\_a\\_foreign\\_national\\_flowchart.pptx](#)
- General Guidance - <http://deemedexports.noaa.gov>
- [OAR Specific Instructions](#)
- OMAO Specific Instructions - <http://www.oma.noaa.gov/foreign.html>
- NMFS Specific Instructions - <https://fnrs.nmfs.noaa.gov/fnrs/>

The Email From RDHPCS:

This email is being sent to PIs for awareness on the processing of Foreign National Users for the RDHPCS program.

The processing of Foreign Nationals (FN), both inside and outside the US, for logical access to the RDHPCS resources is under scrutiny, and because of this we are currently re-examining current FN access to the RDHPCS systems. We apologize for any incomplete or the contradictory information during this activity. The RDHPCS program is working hard to resolve these issues with the appropriate staff and line offices so it can continue to support NOAA's scientific mission. Please communication with the FN users on your project and ensure they are aware of this information.

We understand that not everyone is familiar with NOAA's Deemed Export Program or how to process FN access so during this re-examination and verification period we hope to help education the RDHPCS Portfolio Managers (PfM), Principal Investigators (PI), Trusted Agents (TA), and Department Sponsors NOAA (DSN) on NOAA's current Deemed Export process. We also understand that each NOAA Line Office (LO) and Organization Unit (OU) is ultimately responsible for correctly processing FN accounts and that the RDHPCS program just verifies the paperwork and does not process FN accounts. We encourage you to work with your LO Control Technology Coordinator (CTC) to supplement the information we provide. If you have FN users who have an account on an RDHPCS resource, we recommend that you contact your LO CTC immediately to ensure you are aware of the process. Each LO CTC is listed below.

All FN accounts will be reviewed in the next 30 days. FN users in the US who have the proper paperwork for physical access are currently in compliance. FN users who do not have the appropriate paperwork will have their RSA token disabled until the paperwork can be completed. The FN user's DSN of record will be contact to complete the proper paperwork. Exceptions include FNs in the US whose paperwork has expired within the last 3 months or who need to update their DSN. These FN users will be allowed 90 days to complete the proper paperwork.

All FN users whose paperwork is incomplete will have their token disabled on October 31, 2015.

FN users outside the US must have the appropriate paperwork and it must be current. If they do not, their RSA token will be immediately disabled until the proper paperwork can be completed. The FN user's DSN of record will be contact to complete the proper paperwork.

Information on NOAA's Deemed Export Program and processing FN can be found at <http://deemedexports.noaa.gov/>. For questions please email: [deemedexports@noaa.gov](mailto:deemedexports@noaa.gov) or contact your LO CTC directly. Line Offices' Contacts are as follows:

NMFS: Marlena Bowman, Nick Leivers NOS: Lanetta Gray, Paul Comar (Acting), Pat Smallwood (Acting)  
OAR: Bruce Gibbs NWS: Jeffrey Stuart, Sherry Richardson NESDIS: Mark Mulholland, Martin Medina PPI:  
Tejuana Michael WMO: Renita Richardson AGO: Jerry Rorstrom-Lee CIO: Robert Brunner

Here is flow chart to help understand the process: [031411\\_hosting\\_a\\_foreign\\_national\\_flowchart.pptx](#)

[Endorsement Supplement Form \(ESF\)](#) and [Appendix B](#)

## From the ITSAC Training

You must obtain authorization for all foreign national “Visitors” or “Guests,” as defined in NAO 207-12, from your Department of Commerce Servicing Security Office. The following must be completed to obtain authorization:

- Submit required data (See, NAO 207-12, Section 5.08) to your Servicing Security Office;
- Foreign National Visitors: at least 1 business day before arrival;
- Foreign National Guests: 30 calendar days before arrival;
- For Guests: you must also submit the following to the Controlled Technology Coordinators for your office:
  - NOAA Line Office/Corporate Office Endorsement Supplement for the NOAA Sponsor of Foreign National Guests; and
  - Appendix B of NAO 207-12, “Certification of Conditions and Responsibilities for Departmental Sponsors of Foreign National Guests” (Reference Appendix B).
- Foreign national “guests” must also review and sign Appendix C of NAO 207-12, “Certifications of Conditions and Responsibilities for Foreign National Guests” (Reference Appendix C). You must submit this completed and signed form directly to the Servicing Security Office.

**NOTE:** Required information, forms, and links to Servicing Security Offices are on the NOAA Deemed Exports web page, “How to Sponsor a Foreign National.” If you'll be hosting a foreign national on an Office of Marine and Aviation Operations (OMAO) platform (e.g., ships and planes), please refer to OMAO's instructions for providing assurance to the commanding officer that all policy requirements have been met.

From:

<https://rdhpcs-common-docs.rdhpcs.noaa.gov/wikis/rdhpcs-common-docs/> - RDHPCS-Common-Docs

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